ORDER

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

6750.24C

8/4/93

SUBJ: INSTRUMENT LANDING SYSTEM (ILS) AND ANCILLARY ELECTRONIC COMPONENT CONFIGURATION AND PERFORMANCE REQUIREMENTS

1. PURPOSE. This order specifies the instrument landing system (ILS) and ancillary electronic component configuration and performance requirements for the various categories of low visibility flight operations.

2. DISTRIBUTION. This order is distributed to the Associate Administrator for Aviation Safety; to the branch level in the Offices of Airport Safety and Standards, and Aviation System Standards; to the Flight Standards, Aircraft Certification, Air Traffic System Management, Air Traffic Plans and Requirements, NAS System Engineering, and Systems Maintenance Services; to the branch level in the regional Flight Standards, Air Traffic, Airway Facilities, and Airports Divisions; to all Flight Standards District, and Certificate Management Offices; to all Flight Inspection Field Offices, and International Field Offices; to all Airport Traffic Control Towers, and Flight Service Stations; to Airway Facilities General National Airspace Sectors, Air Route Traffic Control Center Sectors, and Sector Field Offices and Units; and to all Airports District Offices.

3. CANCELLATION. Order 6750.24B, Instrument Landing System (ILS) and Ancillary Electronic Component Configuration and Performance Requirements, dated September 17, 1988, is canceled.

4. DEFINITIONS.

a. Continuity. That quality which relates to the rarity of radiated signal interruptions during any approach. The level of continuity of service of the localizer and/or the glidepath is expressed in terms of the probability of not losing the radiated guidance signals.

b. Integrity. That quality that relates to the trust which can be placed in the correctness of the information supplied by the facility. The level of integrity of the localizer and/or the glidepath is expressed in terms of the probability of not radiating false guidance signals.

5. EXPLANATION OF APPENDICES.

a. Appendix 1 lists the basic ground system components, explains the effect on operations when a component is abnormal or

Distribution: A-W(SF)-1; A-W(AS/VN/FS/IR/TM/TR/SE/SM)-3; A-X(FS/AT/AF/AS)-3; A-FFS-4,5,7,9 (STD); A-FAT-2,5 (STD); A-FAF-2,3,7 (STD); A-FAS-1 (STD); AMA-200 (80 cys)

Initiated By: AFS-410

inoperative, and prescribes the action requirement(s). For the purposes of determining the effects of inoperative equipment and the associated required action in accordance with this appendix, touchdown zone lights, runway centerline lights, and runway edge lights are considered inoperative if more than 10 percent of the lights in any one system/configuration are not functioning.

(1) Where the action requirement is to inform the aircraft of the inoperative component situation, do so in accordance with the latest edition of Handbook 7110.65, Air Traffic Control, in paragraphs 4-70, Airport Conditions, and 3-32, Timely Information. Pilots will adjust minima/discontinue operations predicated on the inoperative component notification in accordance with the inoperative components table, the approved operations specifications, and/or Federal Aviation Administration (FAA) letter of authorization.

(2) Where the action requirement is to initiate a Notice to Airmen (NOTAM) to disallow the operation, do so in accordance with the latest edition of Handbook 7930.2, Notices to Airmen, in the section on NAVAIDS, Communications Outlets, and Service NOTAM.

(3) If Federal Aviation Regulations (FAR) Part 97, Standard Instrument Approach Procedures, must be amended due to an inoperative component, advise the regional Flight Standards Division Flight Procedures Branch and the appropriate Flight Inspection Field Office.

b. Appendix 2 contains the ILS classification system which was developed by the International Civil Aviation Organization (ICAO) All Weather Operations Panel for guidance material in Annex 10 to the Convention on International Civil Aviation. The "Class" designation is used to differentiate between the various performance capabilities of Types I, II, and III ILS equipment, including differences in performance between equipment generically classified as the same "Type."

6. SYSTEM COMPONENTS.

a. Localizer and Glide Slope.

(1) Dual transmitters are an installation requirement when the ILS will be used to support operations which place a high degree of reliance on ILS guidance for positioning through touchdown. This would basically apply to most Category (CAT) III autoland operations which require level 3 integrity and continuity of service as described in appendix 2.

(2) The following is the minimum class of performance (appendix 2) required for an ILS to support a published FAR

Part 97 CAT II or III, Standard Instrument Approach Procedures (SIAP):

(a) Class II/T/2 for CAT II operations.

(b) Class III-D/3 for CAT III operations not less than runway visual range (RVR) 700.

(c) Class III/E/3 for CAT III operations not less than RVR 600.

(d) Class III/E/4 for CAT III operations less than RVR 600.

(3) To maintain the class of performance required for any given operation, the ILS must be flight inspected and the necessary maintenance inspections performed accordingly. The integrity test, as applicable, which must be conducted to maintain the minimum "level" shall be performed within the specified time period or before the respective operation is allowed to commence. For example, if a GRN-27 ILS supports CAT III operations, the integrity test must be performed every 24 hours, or prior to allowing landing operations below RVR 1,200, and repeated every 24 hours thereafter if still in CAT III conditions. If the required integrity could not be maintained, CAT III operations would not be authorized and NOTAM action would have to be taken.

(4) A request for CAT II or III operational approval using an ILS with a lower class of performance than specified for an FAR Part 97 SIAP may be approved by the Director, Flight Standards Service, AFS-1, if it can be demonstrated that an equivalent level of positioning assurance can be achieved by other means, e.g., infrared enhancements, millimeter wave radar, etc. Refer to the latest edition of Order 8400.8, Procedures for the Approval of Facilities for FAR Part 121 and Part 135 CAT III Operations.

b. Marker Beacons. An outer marker (or suitable substitute) and a middle marker are an installation requirement for CAT I operations. An inner marker is an installation requirement for CAT II operations.

c. Compass Locator and Distance Measuring Equipment. These aids increase operational flexibility and may be needed for transition to the final approach segment. Also, they may be used as a substitute for the outer marker when there are economic or siting constraints which make it impracticable to install an outer marker.

d. Localizer Far Field Monitor (FFM). This equipment provides increased integrity by monitoring the localizer signal in the runway approach area. It is an installation requirement for equipment which supports CAT II and III operations. Also, because of the high degree of reliance placed on the localizer for CAT III automatic landings, the FFM must be remotely monitored during CAT III operations.

e. Runway Visual Range (RVR) System.

(1) Touchdown. Installation requirement for CAT II or III operations.

(2) Midpoint. Installation requirement for all CAT III operations and for CAT II operations below RVR 1,600 on runways in excess of 8,000 feet.

(3) Rollout. Installation requirement for all CAT III operations and for CAT II operations below RVR 1,600.

f. Approach Lighting Systems. Provides reduced visibility minima for CAT I operations. Approach Lighting System with Sequenced Flashing Lights, CAT I or II Configuration, is required for CAT II and III operations.

g. Touchdown Zone and Runway Centerline Lights. Required for CAT II and III operations and for CAT I operations below RVR 2,400.

h. Runway Edge Lights. Required for the approval of straight-in minimums at night. High intensity capability is required for RVR approval and CAT II and III operations.

i. Taxiway Lights. For operations below RVR 600, at least one continuation of taxiway centerline lighting extending from the runway to the ramp/apron area is required. All taxiways which are illuminated during these operations must be provided with red stop bar lights. Stop bar lights are controlled by the air traffic control tower when the illuminated taxiway leads into or across any runway being used in operations below RVR 600.

7. REMOTE MONITORING REQUIREMENTS.

a. CAT I Operations. Refer to the latest edition of Order 8260.19, Flight Procedures and Airspace, in the section on Facility Utilization and Monitoring.

b. CAT II and III Operations.

(1) General. All ILS or ancillary electronic components which support CAT II and III operations shall be monitored by

personnel who are capable of determining whether the system can or cannot support the approved operation following the loss of, or abnormal status of, a required component and who are cognizant of and equipped to promptly carry out the necessary action requirements.

(2) Type III Category of Operation Status Lights. The remote control/status indicator panel for a Type III ILS; e.g., TI Mark III, Wilcox CAT III, is equipped with category status lights in addition to the standard equipment on/off/abnormal lights. The category status lights are intended to conveniently provide the operational status of the ILS to the local control; i.e., the lights enunciate the category of operation which the ILS is capable of supporting and will downgrade the status following the loss or abnormal status of a required system component. In some cases, such as for a marker beacon, this downgrading is more stringent than what is required as per the checklist in appendix 1. However, because of the numerous subsystem inputs to the category status lights, they must be considered valid and NOTAM action must be initiated to notify aircraft involved in these operations that these systems are no longer suitable to continue in accordance with established local procedures unless the following conditions can be met:

(a) There is a technician on continuous duty at a monitor panel. The panel must be capable of verifying the status of all subsystems which input the category status lights and affect a change in operational category.

(b) The technician has the capability to immediately communicate with air traffic personnel or any other personnel assigned the responsibility for notifying the pilot of an inoperative component or change in operational status.

(c) There is an agreement between the local airway facilities and air traffic personnel that the category status lights can be disregarded and that the technician will monitor the required parameter and inform air traffic personnel of any change in equipment status.

(3) Far Field Monitor Status Indication Time Delays. The status lights/alarm indication is subject to different time delays depending on the category of operation. Specific time delays for each category are contained in the latest edition of Order 6750.49, Maintenance of Instrument Landing System (ILS) Facilities.

(a) GRN-27. The Far Field Monitor Status Unit Mode Switch shall be set at "CAT III" or "CAT II," respectively, as appropriate.

(b) TI Mark III and Wilcox CAT III. In CAT III operations, the category status change time delay shall be set at the minimum possible while avoiding excessive nuisance alarms.

c. Visual Aid Lights. Runway edge, centerline, and touchdown zone lights which support CAT II or III operations must be either remotely monitored or a procedure must be implemented where their operation is visually verified. Remote monitoring systems must be capable of detecting when more than 10 percent of the lights are inoperative. The lighting system/configuration shall be considered inoperative when more than 10 percent of the lights are not functioning. Taxiway lights and individual airport/runway lights do not have to be remotely monitored; however, they must be inspected at an interval which should assure that it would be very unlikely that no more than 10 percent of the lights and two adjacent lights would be inoperative taking into consideration lamp life, environmental conditions, etc. The interim procedure to visually verify operation of runway edge, centerline, and touchdown zone lights must assure a visual inspection is conducted prior to the commencement of CAT II or III operations and repeated through physical inspections and/or pilot reports at least every 2 hours thereafter if still in CAT II or III conditions. This interim procedure is not authorized beyond January 1, 1998.

8. RESTORATION REQUIREMENTS. When the visibility at an airport which provides CAT II or III operational service is actually, or forecasted to be, at or less than 1/2 statute mile, the ILS equipment restoration priority shall be at a minimum level, B1 or higher, as necessary to support continuous maintenance coverage locations, etc. Refer to the latest edition of Order 6030.31, Restoration of Operational Facilities.

9. LOCALIZER CRITICAL AREAS. The latest edition of Order 6750.16, Siting Criteria for Instrument Landing Systems, provides aid to engineering personnel engaged in the siting of FAA ILS's. Paragraph 8 of that order describes localizer and glide slope critical areas which must be protected from parking and the unlimited movement of surface and air traffic to ensure the continuous integrity of the signal received by the user aircraft. In addition to the information contained in that order concerning the siting of ILS critical areas, the following operational guidance will apply:

a. The entire longitudinal axis of the aircraft must be clear of the critical area when the conditions are such that the area must be protected.

b. Worst case is wide-body type aircraft with tail perpendicular to runway; e.g., aircraft departing runway after landing or taxiing across runway.

c. The airport authority which controls ground traffic movements must assure that appropriate controls and devices are correctly located and specific holding instructions implemented when necessary to protect the critical areas from ground traffic approaching an active runway where the critical area exceeds the distance of the normal runway hold line. Also, procedures must be implemented to determine when an aircraft is clear of the critical area when exiting the runway. Taxiway centerline lead-off lights, where installed, should be color-coded as alternating green and yellow to denote the critical area. For taxiways not equipped with centerline lights, a "Critical Area Boundary" sign may be installed on the back side of the ILS sign to indicate the critical area boundary.

d. Where the standard critical area has a significant adverse impact on a specific taxi route, etc., it may be possible, through operational constraints, to provide relief on a case-by-case basis. Refer to the latest edition of Order 6750.16.

10. DIRECTIVE FEEDBACK. Any deficiencies found, clarifications needed, or improvements to be suggested regarding the content of this order should be forwarded to the originating office, Attention: Directives Management Officer, for consideration. Your assistance is welcome. FAA Form 1320-19, Directive Feedback Information, is located on the last page of this order for your convenience. If an interpretation is urgently needed, you may call the originating office for guidance, but you should also use the tearout sheet as a followup to verbal conversation.

Thomas C. Accardi
Director, Flight Standards Service

APPENDIX I. ABNORMAL CHECKLIST

NOTE: "CAT" INDICATES THE OPERATION BEING CONDUCTED OR APPROVED.

Component	Situation	CAT	Effect	Action Requirement
Localizer (LOC)	One transmitter is inoperative. NOTE: 2 transmitters required to commence CAT II or CAT III operations.	I	No effect.	Corrective maintenance.
		II	No effect if one transmitter fails during CAT II operations.	Expedite corrective Maintenance.
			Note: Should weather improve to CAT I up to a period of 8 hours and subsequently deteriorate to CAT II conditions, standby equipment must be restored prior to authorizing CAT II operations to continue.	
		III	Denies CAT III operations.	The facility/organization responsible shall ensure that appropriate NOTAM action is issued.
LOC Far Field Monitor (FFM)	Inoperative. (Not to include Status Sensing Indicator).	I	No effect.	Inform flightcrews the LOC course alignment monitor is in alarm and advise them to monitor LOC reception Corrective maintenance.
		II & III	Integrity drops below what is required for the operation.	Initiate NOTAM action.
	Remote status indicates that the FFM is in alarm and the critical areas are assumed to be protected.	All	Note: The course may have shifted due to equipment malfunction or vehicle/aircraft encroachment into the critical area. If the situation remains unresolved, the LOC will shut down within 70-120 seconds.	Check for critical area encroachment. CAT III: Aircraft outside of middle-marker or above 200 AGL may continue the approach; however, if the alarm has not cleared prior to aircraft arriving at middlemarker, immediately issue advisory that the LOC course alignment monitor is in alarm. There is no action requirement if the alarm occurs after the aircraft has passed the innermarker (100 AGL).

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
Glide Slope (GS)	One transmitter is inoperative. NOTE: 2 transmitters required to commence CAT II or III operations.	I	No effect.	Corrective maintenance.
		II & III	No effect if one transmitter fails during CAT II or III operations.	Expedite corrective maintenance. See note for localizer above.
(LOC or GS Monitoring System including the FFM)	One of the monitors in a dual channel monitor system (e.g, GRN-27 equipment) has failed thereby reducing the system integrity level.	I	No effect	Corrective maintenance.
		II	No effect.	Expedite corrective maintenance.
		III	Denies CAT III operations.	Initiate NOTAM action.
LOC/GS Power Source	Main power source has failed and the LOC/GS are operating only on a battery standby power source, i.e., ILS will shut-down when batteries have discharged.	I & II	Operations may continue if the required components are still available.	Estimate the time to possible shutdown and initiate NOTAM action in accordance with paragraph 633, Navaid Maintenance Shutdowns of Handbook 7930.2 (latest edition), Notices to Airmen (NOTAMS).
		III	Operations may continue for up to a maximum of 3 hours if the batteries are fully charged.	If the visibility is actually or forecasted to be at or less than 1/2 statute mile, issue a NOTAM which states that CAT III operations will not be authorized after [time].

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
Marker Beacons -Outer (OM)	Inoperative.	ALL	If the FAF can be identified by another method (DME/VHF/Radar/Compass Locator), there is no effect. If not, nonprecision operations cannot be conducted.	Air Traffic will notify aircraft or monitor indications and initiate NOTAM action.
-Middle (MM)	Inoperative	I	No effect	
		II	No effect	
		III	No effect	
-Inner (IM)	Inoperative.	I	No effect.	
		II	Limits lowest visibility to RVR 1,600 unless the aircraft is equipped with a radio altimeter and the SIAP does not prohibit its use.	
		III	No effect.	

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
Compass Locator and Distance Measuring Equipment (DME)	Inoperative.	All	May affect the approach procedure	Notify aircraft of the inoperative component and initiate NOTAM action.
RVR Equipment - Touchdown	Inoperative.	All	Increases CAT I minima to 1/2-mile and denies most CAT II/III operations.	Notify aircraft of the inoperative component and initiate NOTAM action.
- Midpoint	Inoperative.	I	No effect.	
		II	No effect.	
		III	Denies CAT III operations for most operators.	
- Rollout	Inoperative.	I	No effect.	

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
		II	Required for minima below RVR 1,600 unless midpoint operative, i.e., it can be used as a substitute.	NOTE: Some operators using aircraft equipped with fail-operational rollout control systems are authorized to continue operations with any one transmissometer temporarily inoperative.
		III	Denies CAT III operations for most operators	
Approach Lighting System excluding SFL/RAIL	Inoperative.	I	Increases the visibility to 3/4-mile or RVR 4,000.	Notify aircraft of the inoperative component and initiate NOTAM action.
		II/ III	Denies operations.	
	Standby Power Source inoperative.	I	No effect.	No action.
		II/ III	Denies operations unless lights can be monitored continuously and aircraft can be immediately informed if a failure occurs.	If lights cannot be or are not monitored, initiate NOTAM action.

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
Sequence Flashing Lights (SFL/RAIL)	Inoperative	I	RAIL-Increase visibility to 3/4-mile of RVR 4,000. SFL-none	Notify aircraft of the inoperative component and initiate NOTAM action.
		II	Denies operations.	
		III	No effect.	
	Standby Power Source inoperative.	I	No effect.	No action.
		II	Denies operations unless lights can be monitored continuously and aircraft can be immediately informed if a failure occurs.	If lights cannot be or are not monitored, initiate NOTAM action.
		III	No effect.	No action.
Touchdown Zone (TDZL) and/or Runway Centerline (RCLS) Lights.	More than 10% of the lighting system/configuration lights are not functioning.	I	Increases the visibility to 1/2-mile or RVR 2,400.	Notify aircraft of the inoperative component and initiate NOTAM action.
		II/ III	Denies operations.	

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
	Standby Power Source inoperative.	I	No effect.	No action.
		II	Denies operations unless lights can be monitored continuously and aircraft can be immediately informed if a failure occurs.	If lights cannot be or are not monitored, initiate NOTAM action.
		III	Denies operations.	Initiate NOTAM action.
Runway Edge Lights	More than 10% of the runway edge lights serving the affected runway are not functioning.	I	Day: Minima below RVR 2,400 not authorized. Night: Denies FAR Part 97 straight-in landing minima to the affected runway.	Notify aircraft of the inoperative component, initiate NOTAM action, and inform the Flight Inspection Field Office (FIFO).
		II/III	Denies operations.	
	Standby Power Source inoperative.	I	No effect.	No action.
		II/III	Denies operations unless lights can be monitored continuously and aircraft can be immediately informed if a failure occurs.	If lights cannot be or are not monitored, initiate NOTAM action.

APPENDIX 1. ABNORMAL CHECKLIST

Component	Situation	CAT	Effect	Action Requirement
Taxiway Centerline Lights	RVR is less than 600 and more than 10% of the lights on the active taxiway(s) are not functioning.	III	Denies operations below RVR 600 unless alternate procedures have been approved by Air Traffic and Flight Standards.	Coordinate with regional Flight Standards and FIFO for FI/FDC NOTAM action.

APPENDIX 2. ILS CLASSIFICATION SYSTEM

1. The classification system specified below is intended to provide a more comprehensive method of describing ILS performance than the currently used Facility Performance Category alone.

2. A facility's "Class" of performance is defined by using three characters as follows:

a. I, II, or III: With the exception of Facility Performance CAT III course structure, this character indicates conformance to the standards contained in the ICAO Annex 10 unless superseded by an FAA directive.

b. A, B, C, T (Threshold), D, or E: This character defines the ILS point to which the localizer conforms to the Facility Performance CAT III course structure tolerances.

c. 1, 2, 3, or 4: This number indicates the level of integrity and continuity of service given in Figure 1 of this appendix.

(1) Level 1 rated ILS equipment is used to support low visibility operations where positioning guidance below approximately 200 feet height above touchdown (HAT) is provided by other means, such as visual cues.

(2) Level 2 is the performance objective for ILS equipment used to support reduced visibility operations below 100 feet HAT where ILS guidance for position information in the landing phase is supplemented by other means, such as visual cues.

(3) Level 3 is the performance objective for ILS equipment used to support operations which place a high degree of reliance on ILS guidance for positioning through touchdown.

(4) Level 4 is the performance objective for ILS equipment used to support operations which place a high degree of reliance on ILS guidance throughout touchdown and rollout.

3. As an example, a GRN-27 ILS which conforms to the ICAO Annex 10 Facility Performance CAT III standards, meets the CAT III localizer course structure criteria to ILS point "D," and conforms to the integrity and continuity of service objectives of level 3 would be described as "Class III/D/3." An ILS which conforms to ICAO Annex 10 Facility Performance CAT I standards and has a localizer CAT III course structure to point "E," but an undetermined integrity level, would be described as "Class I/E/1."

APPENDIX 2. ILS CLASSIFICATION SYSTEM (Continued)

4. The ILS class is used to describe the actual and theoretical performance of the localizer and glide slope. Determination of operational categories will also include additional factors such as operator capability, critical area protection, procedural criteria, and ancillary aids, such as RVR equipment, lights, etc.

Figure 1. LOCALIZER (LOC) OR GLIDE SLOPE (GS)

LEVEL	INTEGRITY	CONTINUITY	*MTBO (HOURS)
1	NOT DEMONSTRATED, OR LESS THAN REQUIRED FOR LEVEL 2		
2	$1 - 1 \times 10^{-7}$ IN ANY ONE LANDING	$1 - 4 \times 10^{-6}$ IN ANY PERIOD OF 15 SECONDS	1,000
3	$1 - 0.5 \times 10^{-9}$ IN ANY ONE LANDING	$1 - 2 \times 10^{-6}$ IN ANY PERIOD OF 15 SECONDS	2,000
4	$1 - 0.5 \times 10^{-9}$ IN ANY ONE LANDING	$1 - 2 \times 10^{-6}$ IN ANY PERIOD OF 30 SECONDS (LOC) 15 SECONDS (GS)	4,000 (LOC) 2,000 (GS)

*The Mean Time Between Outages (MTBO) is determined by dividing a facility total uptime by the number of unanticipated operational outages during the same period. The MTBO can be ascertained by one of the following methods:

1. For existing facilities, it will be determined using historical data that has been established over at least a one-year period.

2. Pending actual performance data for new or upgraded facilities, it can be determined by using the anticipated performance record that can be REASONABLY expected considering the past performance of similar facilities using the same equipment and installation procedures.

APPENDIX 2. ILS CLASSIFICATION SYSTEM (Continued)

ILS Equipment Reliability Level Qualification

GRN-27 ILS

Level 2 - Weekly integrity test and 1,000 hours MTBO (LOC & GS each).

Level 3 - Daily integrity test and 2,000 hours MTBO (LOC & GS each).

Level 4 - Same as Level 3 plus LOC 4,000 hours MTBO.

TI MARK III, WILCOX CAT III ILS

Level 2 - 1,000 hours MTBO (LOC & GS each).

Level 3 - CAT III status light and 2,000 hours MTBO (LOC & GS each).

Level 4 - Same as Level 3 plus LOC 4,000 hours MTBO.

Note 1. The integrity test is represented by a simulated monitor fault resulting in automatic equipment transfer or shutdown.

te 2. Additional information on integrity and continuity of service , contained in Attachment C to Part 1 of the ICAO Annex 10, Volume I.

U.S. Department
of Transportation

Federal Aviation Administration

Directive Feedback Information

Please submit any written comments or recommendations for improving this directive, or suggest new items or subjects to be added to it. Also, if you find an error, please tell us about it.

Subject: Order 6750.24C - ILS and Ancillary Electronic Component Configuration and Performance Requirements

To: Directive Management Officer, _____

(Please check all appropriate line items)

☐ An error (procedural or typographical) has been noted in paragraph _____ on page _____.

☐ Recommend paragraph _____ on page _____ be changed as follows:
(attach separate sheet if necessary)

☐ In a future change to this directive, please include coverage on the folowing subject
(briefly describe what you want added):

☐ Other comments:

☐ I would like to discuss the above. Please contact me.

Submitted by: _____ Date: _____

FTS Telephone Number: _____ Routing Symbol: _____

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